Data Processing Survey

Special Research Report 32

September 1982

FMI
FOOD MARKETING INSTITUTE

A4950-7 U 10/82

DATA PROCESSING SURVEY - 1982

PUBLISHED BY:

The Research Division
Food Marketing Institute
1750 K Street, N.W.
Washington, D.C. 20006

Doyle A. Eiler
Director of Research

PRICE:

$4.00 FMI Members
$8.00 Non-Members

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The Food Marketing Institute (FMI) is a non-profit association that conducts programs in research, education and public affairs on behalf of its 1100 members-food wholesalers and retailers and their customers in the United States and overseas. FMI's domestic member companies operate over 17,000 retail food stores with a combined annual sales volume of $120 billion-half of all grocery sales in the United States. More than two-thirds of FMI's membership is comprised of independent supermarket operators or small regional firms. Its international membership includes more than 100 members from 37 nations.

DATA PROCESSING SURVEY - 1982

With the guidance of the Advanced Management Information Systems (AMIS) Committee, the 1982 survey has been expanded to include more complete information on Data Processing employees. In particular, data entry personnel were excluded from several of the tables to increase comparability among companies. Questionnaires were mailed to the Director of Data Processing of the 201 FMI member companies with sales of $50 million or more. With follow-up mailings, usable questionnaires were returned by 71 companies. A copy of the questionnaire has been included in this report.

The survey results have been tabulated by size of company, and whether a retailer or wholesaler. Where appropriate, the data has been weighted by size of company in calculating the reported means. For data processing expense as a percent of sales, a complete listing of all the reported data is given.

The companion publication, FMI's 1982 Data Processing Directory, has also been revised and expanded. The new Directory provides information on hardware, software and systems development activities at 75 food retailers and wholesalers. It may be ordered from FMI's Publication Sales Department at a price of $20.00 for FMI members and $40.00 for non-members (an order form is included in the back of this report).

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TABLE 1

Number of Respondents by Size and Type of Company

Company Size	Number of Companies		
	Retailers	Wholesalers	Total
$ 50m to $ 99m	6	1	7
$100m to $249m	9	1	10
$250m to $499m	16	4	20
$500m to $999m	13	3	16
$1 billion +	15	3	18
Total	59	12	71

TABLE 2

Average Number of Data Processing
Employees (excluding data entry) by Size and Type of Company

Company Size	Number of Companies	
	Retailers	Wholesalers
$ 50m to $ 99m	6.0	NA
$100m to $249m	5.3	NA
$250m to $499m	13.1	22.0
$500m to $999m	23.8	44.0
$1 billion +	124.0	129.5
Average	41.7	51.5

TABLE 3

Company Sales (in million dollars) Per Data Processing
Employee (excluding data entry) by Size and Type of Company

Company Size	Sales Per DP Employee	
	Retailers	Wholesalers
$ 50m to $ 99m	$ 12.2	NA
$100m to $249m	25.4	NA
$250m to $499m	27.1	$ 17.1
$500m to $999m	26.1	15.2
$1 billion +	31.1	13.7
Average	$ 29.7	$ 14.7

TABLE 4A

Proportion of Data Processing Employees (excluding data entry) in Each Job Title by Size of Retailer

Job Titles	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil. & over	Average
DP Administration						
General Administration	11.4%	18.3%	8.6%	6.1%	4.4%	5.4%
Information Center Support	28.0	3.1	2.4	.8	.7	1.7
Total DP Administration	39.4%	21.4%	11.0%	6.9%	5.1%	7.1%
Systems						
Administration & Mgmt.	5.8%	2.1%	4.5%	5.5%	3.6%	3.8%
Data Base/Data Admin.	.3	.5	.5	.6	2.6	2.0
Project Management	.6	3.6	4.3	5.2	3.5	4.0
Systems Analysts	.6	3.1	2.9	3.7	5.0	4.7
Programmer/Analysts	12.6	16.7	19.0	19.3	18.0	17.8
Programmers	6.1	14.1	9.6	12.6	6.7	7.8
Technical Support	-	.5	3.8	5.2	6.0	5.4
Other	-	-	1.4	1.3	2.4	1.9
Total Systems	26.0%	40.6%	46.0%	53.4%	48.4%	47.4%
Operations						
Administration & Mgmt.	5.5%	5.7%	7.9%	7.4%	8.6%	8.5%
Computer Operators	26.3	22.4	21.9	21.3	22.0	22.0
Output Distribution	-	.5	2.6	4.2	4.9	4.6
Customer Service	-	.5	1.4	-	1.5	1.2
Data Control	2.8	8.9	7.1	5.8	5.5	5.8
Other	-	-	2.1	1.0	4.0	3.4
Total Operations	34.6%	38.0%	43.0%	39.7%	46.5%	45.5%
Total Data Processing Excluding Data Entry	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Average Number of Data Entry Employees	4.7	4.8	7.8	13.8	45.3	17.9
Proportion in User Department	57.1%	72.1%	27.9%	54.6%	16.6%	27.8%

TABLE 4B

Proportion of Data Processing Employees (excluding data entry) in Each Job Title by Size of Wholesaler

Job Titles	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
DP Administration						
General Administration	NA	NA	9.1%	7.6%	4.1%	5.4%
Information Center Support			4.5	1.5	3.6	1.7
Total DP Administration	NA	NA	13.6%	9.1%	7.7%	7.1%
Systems						
Administration & Mgmt.	NA	NA	4.5%	3.0%	2.6%	3.8%
Data Base/Data Admin.			2.3	3.8	.8	2.0
Project Management			2.3	6.1	5.4	4.0
Systems Analysts			6.8	3.8	5.7	4.7
Programmer/Analysts			18.1	20.4	12.3	17.8
Programmers			5.7	10.6	6.7	7.8
Technical Support			6.9	7.6	4.1	5.4
Other			-	-	1.5	1.9
Total Systems	NA	NA	46.6%	55.3%	39.1%	47.4%
Operations						
Administration & Mgmt.	NA	NA	6.8%	3.8%	11.1%	8.4%
Computer Operators			20.6	25.7	22.6	22.1
Output Distribution			4.5	3.8	5.5	4.6
Customer Service			-	-	1.5	1.2
Data Control			3.4	.8	8.2	5.8
Other			4.5	1.5	4.1	3.4
Total Operations	NA	NA	39.8%	35.6%	53.2%	45.5%
Total Data Processing Excluding Data Entry	NA	NA	100.0%	100.0%	100.0%	100.0%
Average Number of Data Entry Employees	NA	NA	9.0	14.7	37.3	16.8
Proportion in User Department	NA	NA	-	6.8%	1.8%	2.5%

TABLE 5A

Average Years of DP Experience
by Size of Retailer

DP Experience	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
System Software Programmers	-	2.0 yrs.	5.3 yrs.	4.9 yrs.	2.7 yrs.	3.2 yrs.
Application Programmer & Programmer/Analysts	3.9	3.9	5.2	4.8	2.9	3.4
Analysts	-	6.7	8.8	9.6	6.9	7.3
Technical Support	-	4.0	4.6	3.7	4.1	4.1
Operators	4.4	4.5	7.3	5.1	5.4	5.5

TABLE 5B

Average Years of DP Experience
by Size of Wholesaler

DP Experience	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
System Software Programmers	NA	NA	5.3 yrs.	4.9 yrs.	8.2 yrs.	6.7 yrs.
Application Programmer & Programmer/Analysts			5.1	6.7	4.6	5.3
Analysts			3.3	7.2	7.9	6.9
Technical Support			1.8	5.5	12.3	8.2
Operators			6.2	5.8	3.8	4.5

TABLE 6A

Average Annual Employee Turnover Rate
by Size of Retailer

Employees	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
System Software Programmers	-	-	22.2	11.7	20.6	18.9
Application Programmer & Programmer/Analysts	-	7.8	9.5	15.1	15.5	14.3
Analysts	-	-	-	-	16.3	14.9
Technical Support	-	-	26.7	7.1	11.4	12.1
Operators	4.5	9.9	14.4	11.2	13.3	12.9

TABLE 6B

Average Annual Employee Turnover Rate
by Size of Wholesaler

Employees	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
System Software Programmers	NA	NA	8.6	7.8	19.7	14.9
Application Programmer & Programmer/Analysts			21.9	8.3	9.4	10.8
Analysts			25.0	4.0	5.0	8.4
Technical Support			-	6.0	10.0	7.0
Operators			2.8	9.3	10.6	10.5

TABLE 7A

Data Processing Expense Budget Including Employee Fringes, Current Fiscal Year by Size of Retailer

Expense Budget	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Average DP Expense Budget	NA	$ 360,000	$ 923,000	$1,550,000	$9,127,000	$3,554,000
Average DP Expense Budget as % of Net Company Sales		.279%	.207%	.313%	.318%	.312%
Average Expected Increase Next Year		14.8%	8.7%	12.7%	12.8%	12.5%

TABLE 7B

Data Processing Expense Budget Including Employee Fringes, Current Fiscal Year by Size of Wholesaler

Expense Budget	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Average DP Expense Budget	NA	NA	$1,261,000	$3,896,000	$7,348,000	$3,877,000
Average DP Expense Budget as % of Company Net Sales			.500%	.568%	.444%	.443%
Average Expected Increase Next Year			7.7%	11.3%	8.7%	12.7%

TABLE 8

Expected Increase in Data Processing Budget
Next Year Listed by Size and Type of Company

Company Size	Listing of Expected DP Increase	
	Retailers	Wholesalers
$ 50m to $ 99m	NA	NA
$100m to $249m	7.0% 10.0% 20.0% 8.5 15.0 10.0 20.0	NA
$250m to $499m	1.0% 7.0% 10.0% 7.0 8.0 15.0 7.0 9.8 15.0	0.0% 15.0% 7.0 15.0
$500m to $999m	5.0% 13.0% 15.0% 10.0 13.0 15.0 10.0 15.0 15.0 10.0 15.0 20.0	6.0% 15.0 12.0
$1 billion +	2.0% 10.0% 15.0% 8.0 11.0 15.0 9.5 12.0 15.0 10.0 14.0 20.0 10.0	8.0% 12.0% 11.0

TABLE 9

Data Processing Expense Budget As a
Percent of Net Company Sales Listed by
Size and Type of Company

Company Size	Listing of DP Expense as Percent of Sales	
	Retailers	Wholesalers
$ 50m to $ 99m	NA	NA
$100m to $249m	.13% .16% .38% .15 .22 .45 .16 .27	NA
$250m to $499m	.09% .20% .30% .12 .20 .32 .13 .21 .33 .19 .23 .35	.30% .50% .34 .67
$500m to $999m	.10% .24% .28% .11 .24 .37 .16 .25 .37 .18 .25 .60 .21	.50% .60% .60
$1 billion +	.13% .26% .39% .17 .28 .45 .17 .30 .46 .22 .33 .52 .22 .37 .60	.35% .47% .40

TABLE 10A

Distribution of Total Data Processing Expense
Budget this Fiscal Year by Size of Retailer

Expenses	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Wages, Salaries	35.8%	36.1%	40.6%	42.2%	42.4%	42.2%
Employee Fringes	10.8	7.9	7.2	7.6	7.3	7.4
Equipment Rental, Maintenance, Depreciation	27.9	27.5	25.3	30.0	27.8	27.9
Software Rental, Ammortization	8.5	5.7	3.5	2.7	3.0	3.0
Voice Communications	-	.2	-	.2	1.0	.8
Data Communications	-	2.0	1.0	.4	2.0	1.7
Service Bureaus	-	4.1	-	.4	.4	.4
Outside Professional Services	-	2.7	3.1	1.7	1.9	2.0
Education, Training	-	2.1	1.3	1.0	.7	.8
Supplies	4.1	10.4	13.8	11.6	7.5	8.4
Overhead (Occupancy, copier, printing)	.4	1.2	2.8	1.4	2.8	2.6
Other	12.5	.1	1.4	.8	3.2	2.8
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

TABLE 10B

Distribution of Total Data Processing Expense
Budget this Fiscal Year by Size of Wholesaler

Expenses	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Wages, Salaries	NA	NA	42.8%	31.7%	39.2%	38.0%
Employee Fringes			11.6	9.0	.9	8.6
Equipment Rental, Maintenance, Depreciation			26.6	35.0	34.2	33.2
Software Rental, Ammortization			3.6	3.5	1.6	2.3
Voice Communications			.7	.6	.7	.7
Data Communications			2.3	4.0	1.4	2.1
Service Bureaus			-	-	-	-
Outside Professional Services			.7	-	.9	.7
Education, Training			.6	1.3	.9	1.0
Supplies			11.1	8.0	9.1	9.1
Overhead (Occupancy, copier, printing)			-	4.6	.9	1.7
Other			-	2.3	3.2	2.6
Total	NA	NA	100.0%	100.0%	100.0%	100.0%

TABLE 11A

Systems Development Activity by
Size of Retailer

Activities	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Internal DP Projects Research, Performance Improvement, etc.)	4.0%	10.4%	7.5%	10.4%	12.0%	11.3%
Production Problem Solving	-	11.9	10.3	8.7	7.4	7.9
Maintenance of Existing Applications	61.0	22.0	24.3	17.7	20.8	20.9
Enhancement of Existing Applications	18.0	23.4	25.7	24.3	22.1	22.7
New Applications Development	17.0	32.3	32.2	28.9	37.6	37.2
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

TABLE 11B

Systems Development Activity by
Size of Wholesaler

Activities	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Internal DP Projects Research, Performance Improvement, etc.)	NA	NA	11.2%	9.7%	7.5%	8.5%
Production Problem Solving			10.2	7.9	9.1	9.0
Maintenance of Existing Applications			34.7	13.5	13.7	17.1
Enhancement of Existing Applications			15.6	18.8	35.1	27.5
New Applications Development			28.3	50.1	34.6	37.9
Total	NA	NA	100.0%	100.0%	100.0%	100.0%

TABLE 12A

Standard Work Week by Size of Retailer

Programmers	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Proportion						
Under 40 Hours	25.0%	11.1 %	-	-	33.3%	12.3%
40 Hours	75.0	66.7	93.8%	84.6%	66.7	78.9
Over 40 Hours	-	22.2	6.2	15.4	-	8.8
Average hours/week	33.8 hrs.	40.2 hrs.	40.1 hrs.	40.8 hrs.	38.9 hrs.	39.5 hrs.
Analysts						
Proportion						
Under 40 Hours	-	16.7%	-	-	33.3%	12.6%
40 Hours	100.0%	50.0	92.9%	91.7%	66.7	79.1
Over 40 Hours	-	33.3	7.1	8.3	-	8.3
Average hours/week	40.0 hrs.	38.7 hrs.	40.1 hrs.	40.4 hrs.	38.9 hrs.	39.6 hrs.

TABLE 12B

Standard Work Week by Size of Wholesaler

Programmers	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Proportion						
Under 40 Hours	-	-	-	-	-	-
40 Hours	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Over 40 Hours	-	-	-	-	-	-
Average hours/week	40.0 hrs.	40.0 hrs.	40.0 hrs.	40.0 hrs.	40.0 hrs.	40.0 hrs.
Analysts						
Proportion						
Under 40 Hours	NA	NA	-	-	-	-
40 Hours			100.0%	100.0%	100.0%	100.0%
Over 40 Hours			-	-	-	-
Average hours/week	NA	NA	40.0 hrs.	40.0 hrs.	40.0 hrs.	40.0 hrs.

TABLE 13A

Proportion of Companies Which Charge Out
for DP Services by Size of Retailer

Services	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Systems Development						
100%	16.7%	11.1%	6.3%	15.4%	53.3%	22.0%
Partly	-	11.1	6.2	15.4	20.0	11.9
Not At All	83.3	77.8	87.5	69.2	26.7	66.1
Operations						
100%	16.7%	11.1%	6.3%	15.4%	60.0%	23.7%
Partly	-	22.2	6.2	30.8	20.0	17.0
Not At All	83.3	66.7	87.5	53.8	20.0	59.3

TABLE 13B

Proportion of Companies Which Charge Out
for DP Services by Size of Wholesaler

Services	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Systems Development						
100%	NA	NA	-	33.3%	33.3%	16.7%
Partly			25.0%	-	-	16.7
Not At All			75.0	66.7	66.7	66.6
Operations						
100%	NA	NA	-	33.4%	66.7%	25.0%
Partly			-	33.3	33.3	25.0
Not At All			100.0%	33.3	-	50.0

TABLE 14A

Description of DP Department Operation
by Size of Retailer

Operation	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
	(Proportion Having)					
Post Implementation Review Process for Systems	33.3%	66.7%	50.0%	61.5%	66.7%	57.6%
Planning Group within DP	33.3	33.3	37.5	38.5	60.0	42.4
Formal Disaster Recovery Plan	33.3	22.2	25.0	23.1	40.0	28.8
Tested Disaster Recovery Plan	16.7	-	6.3	23.1	20.0	13.6
Senior Management Steering Committee for Project Priorities	83.3	33.3	56.3	61.5	86.7	64.4
Internal EDP Auditors	-	-	-	38.5	66.7	25.4
DP Department Responsible for Admin. Services (Mail room, word processing, etc.)	50.0	11.1	-	23.1	26.7	18.6
Company Measure Programmer/ Analyst Productivity	-	11.1	25.0	23.1	20.0	18.6
Length of Your Long-Range DP Plan (in Years)	2.0 yrs.	2.6 yrs.	2.5 yrs.	1.8 yrs.	3.2 yrs.	2.5 yrs.

TABLE 14B

Description of DP Department Operation
by Size of Wholesaler

Operation	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
			(Proportion Having)			
Post Implementation Review Process for Systems	NA	NA	-	66.7%	66.7%	50.0%
Planning Group within DP			50.0%	66.7	33.3	50.0
Formal Disaster Recovery Plan			25.0	66.7	66.7	41.7
Tested Disaster Recovery Plan			-	33.3	33.3	16.7
Senior Management Steering Committee for Project Priorities			25.0	33.3	66.7	33.3
Internal EDP Auditors			-	-	66.7	16.7
DP Department Responsible for Admin. Services (Mail room, word processing, etc.)			25.0	-	33.3	16.7
Company Measure Programmer/ Analyst Productivity			25.0	33.3	-	16.7
Length of Your Long-Range DP Plan (in Years)	NA	NA	1.3 yrs.	3.3 yrs.	3.7 yrs.	3.0 yrs.

TABLE 15A

Experience with Selected Technologies
by Size of Retailer

	Level of Experience				
	None	Evaluation	Development	Limited Use	Advanced Use
Information Center	32.0%	31.0%	14.0%	15.0%	8.0%
Data Base	10.0	35.0	7.0	19.0	29.0
On-Line	5.0	2.0	5.0	34.0	54.0
Distributing Processing	22.0	20.0	9.0	41.0	8.0
Office Automation	19.0	47.0	15.0	17.0	2.0
Data Communications	8.0	7.0	7.0	27.0	51.0
Micro-fiche	15.0	20.0	2.0	37.0	26.0
Laser Printing	38.0	37.0	2.0	10.0	12.0
Computer Graphics	29.0	44.0	12.0	13.0	2.0
Personal Computers	21.0	51.0	5.0	20.0	3.0

TABLE 15B

Experience with Selected Technologies
by Size of Wholesaler

	Level of Experience				
	None	Evaluation	Development	Limited Use	Advanced Jse
Information Center	25.0%	42.0%	17.0%	16.0%	-
Data Base	-	33.0	17.0	17.0	33.0
On-Line	-	9.0	8.0	33.0	50.0
Distributing Processing	25.0	25.0	-	25.0	25.0
Office Automation	42.0	50.0	8.0	-	-
Data Communications	-	-	-	50.0	50.0
Micro-fiche	17.0	8.0	-	75.0	-
Laser Printing	25.0	50.0	-	8.0	17.0
Computer Graphics	25.0	59.0	-	8.0	8.0
Personal Computers	34.0	33.0	8.0	25.0	-

TABLE 16

Number of Non-Store Employees Who Are Involved
in Scanning Support by Size and Type of Company

Company Size	Retailers	Wholesalers
DP Employees		
$ 50m to $ 99m	.4	-
$100m to $249m	.9	-
$250m to $499m	.8	2.3
$500m to $999m	1.5	1.7
$1 billion +	6.7	3.7
Average	2.5	2.1
Other Departments		
$ 50m to $ 99m	.7	-
$100m to $249m	1.4	-
$250m to $499m	1.0	1.3
$500m to $999m	2.7	.3
$1 billion +	10.4	2.0
Average	3.8	1.0

TABLE 17A

Data Processing Budget for POS Support by
Size of Retailer

Budget	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Wages, Salaries, Fringes	$ 35,000	$ 11,250	$ 23,116	$ 23,270	$ 304,038	$ 112,979
Hardware Cost	310,000	6,200	85,733	196,446	203,227	137,267
Software Cost	20,000	2,250	1,683	7,900	85,840	30,430
Communications	-	800	2,374	5,100	122,590	41,413
Other	-	-	731	-	71,818	23,515
Total	$ 365,000	$ 20,500	$ 113,637	$ 232,716	$ 969,332	404,427

TABLE 17B

Data Processing Budget for POS Support by
Size of Wholesaler

Budget	$50m-$99m	$100m-$249m	$250m-$499m	$500m-$999m	$1 bil & over	Average
Wages, Salaries, Fringes	NA	NA	$ 701,000	$ 900,000	$ 475,000	$ 658,833
Hardware Cost			50,000	1,200,000	-	225,000
Software Cost			100,000	-	100,000	83,333
Communications			16,667	100,000	-	25,000
Other			-	-	50,000	16,667
Total	NA	NA	$ 867,667	$2,200,000	$ 625,000	$1,008,833

TABLE 18

Proportion of Companies which have Developed Programs for Soft Savings from Scanning Data by Size and Type of Company

Company Size	Retailers	Wholesalers
$ 50m to $ 99m	25.0%	NA
$100m to $249m	25.0	NA
$250m to $499m	43.8	66.7%
$500m to $999m	66.7	-
$1 billion +	86.7	66.7
Average	56.4%	44.4%

TABLE 19

Proportion of Companies which have Production Reports for Soft Savings from Scanning Data by Size and Type of Company

Company Size	Retailers	Wholesalers
$ 50m to $ 99m	25.0%	NA
$100m to $249m	50.0	NA
$250m to $499m	47.0%	100.0%
$500m to $999m	91.0	-
$1 billion +	87.0	50.0
Average	66.0%	57.0%

TABLE 20

Proportion of Companies which have One-Time Reports for Soft Savings from Scanning Data by Size and Type of Company

Company Size	Retailers	Wholesalers
$ 50m to $ 99m	25.0%	NA
$100m to $249m	37.5	NA
$250m to $499m	40.0	100.0%
$500m to $999m	72.7	-
$1 billion +	93.3	50.0
Average	60.4%	57.1%

TABLE 21

Personal Computers by Type of Equipment

Type of Equipment	Currently Installed		Expected Number Year End	
	Companies	Units	Companies	Units
IBM	8	18	8	55
Apple	13	32	17	37
Xerox	1	1	1	1
TRS-80	8	11	8	15
Other	4	11	4	9

FMI DATA PROCESSING QUESTIONNAIRE
1982

1. Number of Data Processing Employees Budgeted for this Fiscal Year (you may use fractional allocations):

DP Administration	Number of Employees
General Administration	
Information Center Support	
Total DP Administration	
Systems	
Administration & Management	
Data Base/Data Administration	
Project Management	
Systems Analysts	
Programmer/Analysts	
Programmers	
Technical Support	
Other	
Total Systems	
Operations	
Administration & Management	
Computer Operators	
Output Distribution	
Customer Service	
Data Control	
Other	
Total Operations	
Total Data Processing Excluding Data Entry	
Data Entry	
DP Department Data Entry	
User Department Data Entry	
Total Data Entry	

2. Employee Experience and Turnover Rate:

	Average Years of DP Experience	Annual Turnover Rate
System Software Programmers		%
Application Prgmr. & Prgmr./Analysts		%
Analysts		%
Technical Support		%
Operators		%
All DP Professionals		%

3. Percent of Total Company Data Processing Expense Budget (this fiscal year) for:

Wages and Salaries	_____
Employee Fringes	_____
Equipment Rental, Maintenance, Depreciation	_____
Software Rental, Ammortization	_____
Voice Communications	_____
Data Communications	_____
Service Bureaus	_____
Outside Professional Services	_____
Education, Training	_____
Supplies	_____
Overhead (occupancy, copier, printing)	_____
Other	_____
Total	100%

4. Company DP Expense Budget for this fiscal year:

DP expense budget for Wages & Salaries (excluding benefits)	$_____
DP expense budget for Employee Benefits	$_____
Total DP expense budget for all items in Question 3 above	$_____
Total company DP expense budget this fiscal year as a percent of company net sales	_____%
Expected increase in DP budget next year	_____%

5. Percent of Systems Development Activity Allocated to:

Internal DP projects (research, performance improvement, etc.)	_____
Production problem solving	_____
Maintenance of existing applications	_____
Enhancement of existing applications	_____
New applications development	_____
Total	100%

6. Standard work week for:

Programmers _____ hrs/wk. Analysts _____ hrs/wk.

Flextime _____ Yes _____ No

7. Does your company charge out for DP services?

Systems Development	_____	100%	_____	Partly _____	Not at all
Operations	_____	100%	_____	Partly _____	Not at all

8. Do you have a post implementation review process for systems? . . . . . _____ Yes . . . . _____ No

9. Length of your long-range DP plan . . . . . _____ yrs.

10. Do you have a planning group within DP? . . . . . _____ Yes . . . . _____ No

11. Does your company have a formal disaster recovery plan? _____ Yes . . . . _____ No

12. Have you tested your disaster recovery plan? . . . . . _____ Yes . . . . _____ No

13. Do you have a Senior Management Steering Committee for establishing project priorities? . . . . . _____ Yes . . . . _____ No

14. Do you have internal EDP auditors? . . . . . _____ Yes . . . . _____ No

15. Is the DP department responsible for administrative services (mail room, word processing, etc.)? . . . . . _____ Yes . . . . _____ No

16. Does your company measure Programmer/Analyst productivity? . . . . . _____ Yes . . . . _____ No

17. Experience with selected technologies (check one box for each technology):

Technologies	Level of Experience: Evaluation	Development	Limited Use	Advanced Use
Information Center				
Data Base				
On-Line				
Distrib. Processing				
Office Automation				
Data Communications				
Micro-fiche				
Laser Printing				
Computer Graphics				
Personal Computers				

18. Scanning:

Number of non-store employees in company who are involved in scanning support (you may use fractional allocations):

DP Employees . . . . . _____
Other Departments . . . . . _____

Scanning Installations:

Number currently supported . . . . . _____
Number anticipated as of
December 31, 1982 . . . . . _____

DP budget for scanning support:

Wages, Salaries, Fringes . . . . . $_____
Hardware Cost . . . . . _____
Software Cost . . . . . _____
Communications . . . . . _____
Other . . . . . _____

Total . . . . . $_____

Have you developed programs for soft savings from scanning data? . . . . . _____ Yes _____ No

Production Reports . . . . . _____ Yes _____ No
One-Time Reports . . . . . _____ Yes _____ No

19. Personal Computers

	IBM	APPLE	XEROX	TSR-80	Other (Please specify)	Total
Number currently installed	_____	_____	_____	_____	_____	_____
Expected Number at year end	_____	_____	_____	_____	_____	_____

Are personal computers acquired under a DP Contract? _____ Yes _____ No

Software packages being used (please list):

Return to:
Food Marketing Institute
The Research Department
1750 K Street, N.W.
Washington, D.C. 20006

Completed by: _____

Title: _____

Company Retail Sales _____
Company Wholesale Sales _____

FMI DATA PROCESSING DIRECTORY

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Processors
Operating Systems
DBMS
Utilities & Operation Support Programs
Proprietary Applications Software
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